

FEB 18 2014

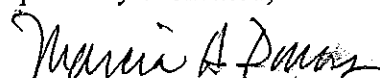
TOWN OF ELLINGTON
TOWN CLERK'S OFFICE

*HALL MEMORIAL LIBRARY
BOARD OF TRUSTEES' MEETING
February 11, 2014*

- I. Board Secretary Mary Blanchette called the regular meeting of the Hall Memorial Library Board to order at 7:32 PM. Members present were Mary Blanchette, Mary Clements, Janet Wieliczka, Peter Nickerson, Dick Petrucci, Patricia Grundman, Assistant Library Director and Children's Librarian, and Library Director Susan Phillips. John Halloran was excused as absent. Marcia Downs was present as Recording Secretary.
- II. Citizen's Forum –Library Staff Member Laurie Wormstedt was present at this meeting.
- III. Approval of Minutes of the January 2014 Meeting - The minutes were reviewed by the members present and unanimously approved. (Clements/Nickerson)
- IV. Treasurer's Report – Marcia Downs circulated copies of the checking and savings accounts for the month of January 2014. They were reviewed by the members present.
- V. Current Year Budget – Sue Phillips distributed a copy of the current year-to-date budget for review. At this time, we are on track of our projected budget figure.
- VI. Library Director's Report – Sue Phillips distributed copies of the Director's Report dated 2/11/14. The report was read and items discussed.
- VII. Friends of the Library Report – Peter Nickerson said that there was no meeting and nothing new to report for the month of January.
- VIII. Old Business – 2014/2015 Budget – Sue Phillips distributed a copy of the proposed budget for 2014/2015. After discussion of the line items, a motion was made (Clements/Nickerson) and unanimously approved to present a budget request for FY2014-15 in the amount of \$707,214.00 to the Board of Finance. - Policy Review – The Board Members reviewed the Internet Use Policy that was presented at last month's meeting, a motion was made and unanimously approved to accept the Internet Use Policy (Wieliczka/Nickerson). The new version to be posted on the Internet Computers, on our website, and posted near the sign-in sheets at the Reference Desk, as well as copies for Patrons for take-away. - Building Maintenance –A staff meeting concerning the re-configuration of the workroom is being planned for March. Work on the installation of the generator is progressing. The electrician is working on the interior connections in anticipation of the installation of the generator.
- IX. New Business – Annual Review of By-Laws – The review will be tabled until the next meeting.

- X. Trustees' Concerns – Mary Blanchette presented two concerns—name tags for staff members, and issues with the front doors being open during cold weather. The name tags were discussed. The issue with the front door malfunctioning was previously presented in a Director's report.
- XI. Correspondence – None.
- XII. Adjournment – The meeting was adjourned unanimously at 8:57 PM.
(Clements/Wieliczka)

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Marni A. Dumas". The signature is written in a cursive, flowing style.